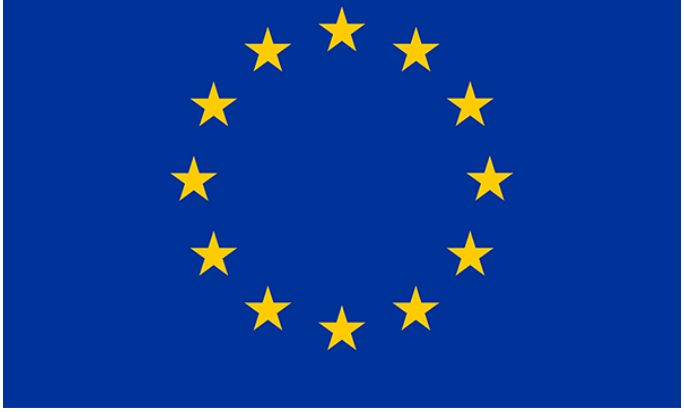

Horizon Europe Programme

Marie Skłodowska-Curie Actions Postdoctoral Fellowships (HE MSCA PF)

Application form (Part A)
Project proposal – Technical description (Part B)

Version 1.1
5 May 2022

HISTORY OF CHANGES		
Version	**Publication date**	**Changes**
1.0	18.06.2021	▪ Initial version
1.1	05.05.2022	▪ Updated definitions: artificial intelligence, critical risks. Alignment of wording of title 1.2 with the wording of the work programme.

Note
National Contact Points (NCPs) have been set up across Europe and beyond by the national governments to provide information and personalised support to Horizon Europe applicants in their native language. The mission of the NCPs is to raise awareness, inform and advise on Horizon Europe funding opportunities as well as to support potential applicants in the *preparation, submission and follow-up* of the grant applications. For details on the NCP in your country, please consult the National Contact Points page.

Application form (Part A)

Call:
()

Topic:

Type of Action:
()

Proposal number:

Proposal acronym:

Type of Model Grant Agreement:

Table of contents

How to fill in the forms

The form must be filled in for each proposal using the templates available in the submission system. Some data fields in the form are pre-filled based on the steps in the submission wizard.

Read more

Proposal ID

Acronym

1 - General information

?

Fields marked * are mandatory to fill.

Topic	Type of Action
Call	Type of Model Grant Agreement

Acronym

Proposal title: The title should be no longer than 200 characters (with spaces) and should be understandable to the non-specialist in your field.

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Scientific Area

Please select up to 5 descriptors (and at least 3) that best characterise the subject of your proposal, in descending order of relevance.

Add

Descriptor 1

Free keywords: *Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).*

Please choose the scientific area and descriptors carefully, and in order of importance, since this will guide the REA in the selection of experts for proposal evaluation and the allocation of proposals to experts.

Abstract *

?

Remaining characters 2000

Proposal ID

Acronym

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under any EU programme, including the current call? * ○ Yes ○ No ?

Please give the proposal reference or contract number.	Add
	Remove

Proposal ID

Acronym

Declarations

?

Field(s) marked * are mandatory to fill.

1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal. * ☐

2) We confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted (unless explicitly authorised in the call conditions). ☐

3) We declare:
- to be fully compliant with the eligibility criteria set out in the call
- not to be subject to any exclusion grounds under the EU Financial Regulation 2018/1046
- to have the financial and operational capacity to carry out the proposed project. ☐

4) We acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the Funding & Tenders Portal Terms and Conditions. ☐

5) We have read, understood and accepted the Funding & Tenders Portal Terms & Conditions and Privacy Statement that set out the conditions of use of the Portal and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data we communicate for the purpose of the application, evaluation, award and subsequent management of our grant, prizes and contracts (including financial transactions and audits). ☐

6) We declare that the proposal complies with ethical principles (including the highest standards of research integrity as set out in the ALLEA European Code of Conduct for Research Integrity, as well as applicable international and national law, including the Charter of Fundamental Rights of the European Union and the European Convention on Human Rights and its Supplementary Protocols. Appropriate procedures, policies and structures are in place to foster responsible research practices, to prevent questionable research practices and research misconduct, and to handle allegations of breaches of the principles and standards in the Code of Conduct. ☐

7) We declare that the proposal has an exclusive focus on civil applications (activities intended to be used in military application or aiming to serve military purposes cannot be funded). If the project involves dual-use items in the sense of Regulation 428/2009, or other items for which authorisation is required, we confirm that we will comply with the applicable regulatory framework (e.g. obtain export/import licences before these items are used). ☐

8) We confirm that the activities proposed do not
- aim at human cloning for reproductive purposes;
- intend to modify the genetic heritage of human beings which could make such changes heritable (with the exception of research relating to cancer treatment of the gonads, which may be financed), or
- intend to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer.
- lead to the destruction of human embryos (for example, for obtaining stem cells)

These activities are excluded from funding. ☐

9) We confirm that for activities carried out outside the Union, the same activities would have been allowed in at least one EU Member State. ☐

The coordinator is only responsible for the information relating to their own organisation. Each applicant remains responsible for the information declared for their organisation. If the proposal is retained for EU funding, they will all be required to sign a declaration of honour.

False statements or incorrect information may lead to administrative sanctions under the EU Financial Regulation.

Proposal ID

Acronym

2 - Participants

List of participating organisations

#	Participating Organisation Legal Name	Country	Action
1			Show Participant's Details

Proposal ID

Acronym **Acronym is mandatory**

Short name

Organisation data ?

PIC	Legal name

Short name:

Address

Street

Town

Postcode

Country

Webpage

Specific Legal Statuses ?

Legal person	unknown
Public body	unknown
Non-profit	unknown
International organisation	unknown
Secondary or Higher education establishment	unknown
Research organisation	unknown

SME Data ?

Based on the below details from the Participant Registry the organisation is unknown (small- and medium-sized enterprise) for the call.

SME self-declared status	unknown
SME self-assessment	unknown
SME validation	unknown

Proposal ID

Acronym **Acronym is mandatory**

Short name

Departments carrying out the proposed work

Add a Department ?

Department 1

Department name *Name of the department/institute carrying out the work.* ☐ not applicable

☐ Same as proposing organisation's address

Street *Please enter street name and number.*

Town *Please enter the name of the town.*

Postcode *Area code.*

Country *Please select a country*

Links with other participants ?

Type of link	Participant

Add

Remove

Proposal ID

Acronym **Acronym is mandatory**

Short name

Supervisor

This will be the person the EU services will contact concerning this proposal (e.g. for additional information, invitation to hearings, sending of evaluation results, convocation to start grant preparation). The data in blue is read-only. Details (name, first name and e-mail) of Main Contact persons should be edited in the step "Participants" of the submission wizard.

Title _____ Gender ◯ Woman ◯ Man ◯ Non Binary

First name* Last name*

E-Mail*

Position in org. Please indicate the position of the person.

Department *Name of the department/institute carrying out the work.* ☐ Same as organisation name

☐ Same as proposing organisation's address

Street *Please enter street name and number.*

Town *Please enter the name of the town.* Post code *Area code.*

Country *Please select a country*

Website *Please enter website*

Phone *+xxx xxxxxxxxx* *Phone 2* *+xxx xxxxxxxxx*

Proposal ID

Acronym **Acronym is mandatory**

Short name

Researcher

The name and e-mail of the Researcher and Supervisor are read-only in the administrative form, only additional details can be edited here. To give access rights and contact details of contact persons, please go back to Participant's page of the submission wizard and save the changes.

Last Name*

Last Name at Birth

First Name(s)*

Gender* ◯ Woman ◯ Man ◯ Non binary

Title

Country of residence*

Nationality*

Nationality 2

Date of Birth (DD/MM/YYYY)

Country of Birth*

Place of Birth

Contact address ?

Current organisation name

Current Department/Faculty/Institute/ Laboratory name

☐ Same as organisation address

Street *Please enter street name and number.*

Postcode/Cedex

Town

Phone *+xxx xxxxxxxxx*

Country

Phone2 / Mobile *+xxxxxxxxxxx*

E-Mail*

ORCID If you have a ORCID number please enter it here (e.g. 9999-9999-9999-999X. where 9 represents numbers and X represents numbers up to 10)

Researcher ID

The maximum length of the identifier is 11 characters (ZZZ-9999-2010) and the minimum length is 9 characters (A-1001-2010).

Other ID Please enter the type of ID here Please enter the identifier number here

Qualifications ?

Doctorate Date of (expected) award

Select the exact date (DD/MM/YYYY)

Proposal ID

Acronym **Acronym is mandatory**

Short name

With respect to the maximum of 8 years measured from the date of award of the doctoral degree, I am entitled to request an extension of the eligibility window, (indicate number of days) [see the applicable Work Programme and the Guide for Applicants for applicable extensions]:

Reason	**Number of Days**
Maternity leave (548 days per child born after PhD or exact duration)	
Paternity leave (exact duration)	
Professional experience outside research	
Career break	
National service	
Long-term sick leave (periods longer than 30 days)	
Experience in research in third countries (for nationals or long-term residents who wish to reintegrate see Work Programme)	
TOTAL	0

Place of activity/place of residence (previous 5 years - most recent one first)

Indicate the period(s) and the country/countries in which you have legally resided and/or had your main activity (work, studies, etc) during the last 5 years up until the deadline for the submission of the proposal.

Please fill in this section without gaps. Short stays (as defined in the Guide for Applicants) shall not be listed in this box.

Period from	**Period to**	**Duration (days)**	**Country**	Add
	Total	0		

Proposal ID

Acronym **Acronym is mandatory**

Short name

Role of participating organisation in the project

?

Project management	☐
Communication, dissemination and engagement	☐
Provision of research and technology infrastructure	☐
Co-definition of research and market needs	☐
Civil society representative	☐
Policy maker or regulator, incl. standardisation body	☐
Research performer	☐
Technology developer	☐
Testing/validation of approaches and ideas	☐
Prototyping and demonstration	☐
IPR management incl. technology transfer	☐
Public procurer of results	☐
Private buyer of results	☐
Finance provider (public or private)	☐
Education and training	☐
Contributions from the social sciences or/and the humanities	☐
Other If yes, please specify: (Maximum number of characters allowed: 50)	☐

Proposal ID

Acronym **Acronym is mandatory**

Short name

List of up to 5 publications, widely-used datasets, software, goods, services, or any other achievements relevant to the call content.

Type of achievement	Short description (Max 500 characters)	Add

List of up to 5 most relevant previous projects or activities, connected to the subject of this proposal.

Name of Project or Activity	Short description (Max 500 characters)	Add

Description of any significant infrastructure and/or any major items of technical equipment, relevant to the proposed work.

Name of infrastructure of equipment	Short description (Max 300 characters)	Add

Proposal ID

Acronym **Acronym is mandatory**

Short name

Gender Equality Plan

?

Does the organization have a Gender Equality Plan (GEP) covering the elements listed below? ○ Yes ◉ No

Minimum requirements (building blocks) for a GEP

Public GEP: formal document published on the institution's website and signed by the top management, addressing the following issues:

- **Dedicated resources:** commitment of human resources and gender expertise to implement it.
- **Data collection and monitoring:** sex/gender disaggregated data on personnel and students and annual reporting based on indicators.
- **Training:** Awareness raising/trainings on gender equality and unconscious gender biases for staff and decision-makers.
- **Minimum areas** to be **covered** and addressed via concrete measures and targets:
    - work-life balance and organisational culture;
    - gender balance in leadership and decision-making;
    - gender equality in recruitment and career progression;
    - integration of the gender dimension into research and teaching content;
    - measures against gender-based violence including sexual harassment.

Proposal ID

Acronym **Acronym is mandatory**

3 - Budget

Is the Researcher eligible for family allowance?* ◯Yes ◯No

Duration of fellowship	Country in which return phase will take place

	Country Coefficient	Number of Months	Contributions for recruited researchers			Institutional contributions		Total
			Living Allowance	Mobility Allowance	Family Allowance	Research, training and networking costs	Management and indirect costs	
	1	0	0.00	0.00	0.00	0.00	0.00	0.00
Total			0.00	0.00	0.00	0.00	0.00	0.00

Proposal ID

Acronym

4 - Ethics & security

Ethics Issues Table

?

1. Human Embryonic Stem Cells and Human Embryos		Page
Does this activity involve Human Embryonic Stem Cells (hESCs)?	○ Yes ◉ No	
Does this activity involve the use of human embryos?	○ Yes ◉ No	

2. Humans		Page
Does this activity involve human participants?	○ Yes ◉ No	
Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants?	○ Yes ◉ No	
Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014)? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products)	○ Yes ◉ No	

3. Human Cells / Tissues (not covered by section 1)		Page
Does this activity involve the use of human cells or tissues?	○ Yes ◉ No	

4. Personal Data		Page
Does this activity involve processing of personal data?	○ Yes ◉ No	
Does this activity involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)?	○ Yes ◉ No	
Is it planned to export personal data from the EU to non-EU countries? Specify the type of personal data and countries involved	○ Yes ◉ No	
Is it planned to import personal data from non-EU countries into the EU or from a non-EU country to another non-EU country? Specify the type of personal data and countries involved	○ Yes ◉ No	
Does this activity involve the processing of personal data related to criminal convictions or offences?	○ Yes ◉ No	

5. Animals		Page
Does this activity involve animals?	○ Yes ◉ No	

6. Non-EU Countries		Page
Will some of the activities be carried out in non-EU countries?	○ Yes ◉ No	
In case non-UE countries are involved, do the activities undertaken in these countries raise potential ethics issues?	○ Yes ◉ No	
It is planned to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?	○ Yes ◉ No	
Is it planned to import any material (other than data) from non-EU countries into the EU or from a non-EU country to another non-EU country? For data imports, see section 4.	○ Yes ◉ No	
Is it planned to export any material (other than data) from the EU to non-EU countries? For data exports, see section 4.	○ Yes ◉ No	

Proposal ID

Acronym

Does this activity involve low and/or lower middle income countries, (if yes, detail the benefit-sharing actions planned in the self-assessment)	○ Yes	◉ No	
Could the situation in the country put the individuals taking part in the activity at risk?	○ Yes	◉ No	

7. Environment, Health and Safety			Page
Does this activity involve the use of substances or processes that may cause harm to the environment, to animals or plants.(during the implementation of the activity or further to the use of the results, as a possible impact) ?	○ Yes	◉ No	
Does this activity deal with endangered fauna and/or flora / protected areas?	○ Yes	◉ No	
Does this activity involve the use of substances or processes that may cause harm to humans, including those performing the activity.(during the implementation of the activity or further to the use of the results, as a possible impact) ?	○ Yes	◉ No	

8. Artificial Intelligence			Page
Does this activity involve the development, deployment and/or use of Artificial Intelligence? (if yes, detail in the self-assessment whether that could raise ethical concerns related to human rights and values and detail how this will be addressed).	○ Yes	◉ No	

9. Other Ethics Issues			Page
Are there any other ethics issues that should be taken into consideration?	○ Yes	◉ No	

I confirm that I have taken into account all ethics issues above and that, if any ethics issues apply, I will complete the ethics self-assessment as described in the guidelines How to Complete your Ethics Self-Assessment ☐ ?

Proposal ID

Acronym

Ethics Self-Assessment

?

Ethical dimension of the objectives, methodology and likely impact

Explain in detail the identified issues in relation to:
- objectives of the activities (e.g. study of vulnerable populations, etc.)
- methodology (e.g. clinical trials, involvement of children, protection of personal data, etc.)
- the potential impact of the activities (e.g. environmental damage, stigmatisation of particular social groups, political or financial adverse consequences, misuse, etc.)

Remaining characters 5000

Compliance with ethical principles and relevant legislations

Describe how the issue(s) identified in the ethics issues table above will be addressed in order to adhere to the ethical principles and what will be done to ensure that the activities are compliant with the EU/national legal and ethical requirements of the country or countries where the tasks are to be carried out. It is reminded that for activities performed in a non-EU countries, they should also be allowed in at least one EU Member State.

Remaining characters 5000

Proposal ID

Acronym

Security issues table

?

1. EU Classified Information (EUCI)[2]		Page
Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)?	○ Yes ◉ No	
Does this activity involve non-EU countries?	○ Yes ◉ No	
2. Misuse		**Page**
Does this activity have the potential for misuse of results?	○ Yes ◉ No	
3. Other Security Issues		**Page**
Does this activity involve information and/or materials subject to national security restrictions? If yes, please specify: (Maximum number of characters allowed: 1000)	○ Yes ◉ No	
Are there any other security issues that should be taken into consideration? If yes, please specify: (Maximum number of characters allowed: 1000)	○ Yes ◉ No	

[2]According to the Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information, "European Union classified information (EUCI) means any information or material designated by an EU security classification, the unauthorised disclosure of which could cause varying degrees of prejudice to the interests of the European Union or of one or more of the Member States".

[3]Classified background information is information that is already classified by a country and/or international organisation and/or the EU and is going to be used by the project. In this case, the project must have in advance the authorisation from the originator of the classified information, which is the entity (EU institution, EU Member State, third state or international organisation) under whose authority the classified information has been generated.

[4]EU classified foreground information is information (documents/deliverables/materials) planned to be generated by the project and that needs to be protected from unauthorised disclosure. The originator of the EUCI generated by the project is the European Commission.

Proposal ID

Acronym

5 - Other questions

Information on the Researcher (future fellow)

1. Were you in the last 3 years in compulsory national service? ◯ Yes ◯ No

2. Did you spend time, in the last 3 years, on procedures for obtaining refugee status (according to the 1951 Geneva Refugee Convention and the 1967 Protocol) in a Member State or Associated Country to Horizon Europe? ◯ Yes ◯ No

3. Are you a national of a Member State or Associated Country? ◯ Yes ◯ No

Country

Other Questions

4. Is there a secondment envisaged in Part B of this proposal? ◯ Yes ◯ No

The following are not considered as secondments:
- outgoing phase of a Global Fellowship
- optional six-months placement in the non-academic sector
- short visits or field work

5. Is the proposal eligible for funding under the Euratom Research and Training Programme (ERTP)? Please see the Guide for Applicants for this call and https://ec.europa.eu/info/research-and-innovation/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe/euratom-research-and-training-programme_en for more information. ◯ Yes ◯ No

Answer "Yes" only if all three conditions below are fulfilled:

- The proposal's research area is covered by the ERTP

- The host organisation (and, if applicable, the Associated Partner for the additional Placement period) is/are established in a Member State or Associated Country to the ERTP

- The researcher is a national or a long-term resident of a Member State or Associated Country to the ERTP

6. For communication purposes only, the European Commission REA asks for permission to publish the name of the researcher (future fellow) should the proposal be retained for funding.
Does the researcher (future fellow) give this permission? ◯ Yes ◯ No

7. Some national and regional public research funding authorities run schemes to fund MSCA applicants that score highly in the MSCA evaluation but which cannot be funded by the MSCA due to their limited budget. In case this proposal could not be selected for funding by the MSCA, do the researcher and supervisor consent to the European Commission disclosing to such authorities the results of its evaluation (score and ranking range) together with their names and contact details, non-confidential proposal title and abstract, proposal acronym, and host organisation? ◯ Yes ◯ No

Validation result

Show Error

The red 'Show Error' button indicates an error due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will be blocked** unless that specific field is corrected!

Show Warning

The yellow 'Show Warning' button indicates a warning due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will not be blocked (**proposal will be submitted with the missing or incorrect value).

Section	Description
	The form has not yet been validated, click "Validate Form" to do so!

Project proposal – Technical description (Part B)

Instructions for Drafting Part B of the Proposal

Part B of the proposal contains the details of the proposed MSCA Postdoctoral Fellowship as well as the required supporting information. It will be used by the independent experts to undertake their assessment of the proposal. We therefore advise applicants to address each of the award criteria as outlined in the relevant sections, using both descriptive text and the tables provided. Please note that the explanatory notes included in the part B proposal template serve to explain the award criteria without being exhaustive. To draft a proposal, applicants should also consult the current version of the MSCA Work Programme.

Applicants must structure their MSCA-2022-PF proposal according to the headings indicated in the Part B proposal template.

Please note that this call will be a single-stage proposal submission and evaluation procedure. At the end of this document you can see the structure of the actual proposal that you need to submit, please remove all instruction pages that are watermarked. Applicants must ensure that their proposals conform to this layout and to the instructions given.

Please be aware that proposals will be evaluated as they were submitted, rather than on their potential if certain changes were to be made. This means that only proposals that successfully address all the required aspects will have a chance of being funded.

Applicants **must submit Part B of their proposal as two separate files:** part B-1 with a page limit applied, and part B-2 without a page limit.

Part B-1

Page limit: Sections 1, 2 and 3 together should not be longer than **10 pages.** All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections and are thus counted towards this page limit. The page limit for this part of the proposal will be applied automatically; therefore, you must remove these instruction pages before submitting. Do not add a cover page or a table of contents.

If you attempt to upload a proposal longer than the specified page limit before the deadline, you will receive an automatic warning and will be advised to shorten and re-upload the proposal. After the deadline, excess pages (in over-long proposals) will be automatically made invisible, and therefore will not be taken into consideration by the experts. Note that experts will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit.

The following formatting conditions apply:

- The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm (not including any footers or headers).
- The reference font for the body text of proposals is Times New Roman (Windows platforms), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions).
- The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypassing the page limit).

- The minimum font size allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used.
- Text elements other than the body text, such as tables, headers, foot/end notes, captions, formulas, etc. may deviate, but must be legible and not be less than 8 points.
- Tables are only to be used for *illustrating* the core text of the proposal; they cannot be used to contain the core text itself.

Part B-2

Part B-2, for which you will find a template at the end of this document does not have a page limit. It must comprise the CV of the researcher, the capacity of the participating organisation(s) and the commitment letter(s) of the associated partner(s) if applicable (only for Global Fellowships outgoing hosts and all proposals with a non-academic placement period). Part B-2 must be submitted as a separate document.

Applicants will not be able to submit their proposal in the submission system unless both Parts 1 and 2 are provided in PDF format (Adobe version 3 or higher, with embedded fonts).

Definitions

DEFINITIONS	
Artificial Intelligence[1]	Artificial intelligence (AI) refers to systems that display intelligent behaviour by analysing their environment and taking actions – with some degree of autonomy – to achieve specific goals. AI-based systems can be purely software-based, acting in the virtual world (e.g. voice assistants, image analysis software, search engines, speech and face recognition systems) or AI can be embedded in hardware devices (e.g. advanced robots, autonomous cars, drones or Internet of Things applications) **If you plan to make use of Artificial Intelligence in your project, the evaluators will evaluate the technical robustness of the proposed system under the appropriate criterion**
Critical risk	A critical risk is a plausible event or issue that could have a high adverse impact on the ability of the project to achieve its objectives. Level of likelihood to occur (Low/medium/high): The likelihood is the estimated probability that the risk will materialise even after taking account of the mitigating measures put in place. Level of severity (Low/medium/high): The relative seriousness of the risk and the significance of its effect.

[1] Definition from the European Commission's High-Level Expert Group on Artificial Intelligence, https://ec.europa.eu/futurium/en/system/files/ged/ai_hleg_definition_of_ai_18_december_1.pdf

Deliverable	A report that is sent to the Commission or Agency providing information to ensure effective monitoring of the project. There are different types of deliverables (e.g. a report on specific activities or results, data management plans, ethics or security requirements).
Impacts	Wider long term effects on society (including the environment), the economy and science, enabled by the outcomes of R&I investments (long term). Impacts generally occur some time after the end of the project. For this call Impacts refers to subsection 2.3 Example: *The deployment of the advanced forecasting system enables each airport to increase maximum passenger capacity by 15% and passenger average throughput by 10%, leading to a 28% reduction in infrastructure expansion costs.*
Milestone	Control points in the project that help to chart progress. Milestones may correspond to the achievement of a key result, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical decision point in the project where, for example, the consortium must decide which of several technologies to adopt for further development. The achievement of a milestone should be verifiable.
Objectives	The goals of the work performed within the project, in terms of its research and innovation content. This will be translated into the project's results. These may range from tackling specific research questions, demonstrating the feasibility of an innovation, sharing knowledge among stakeholders on specific issues. The nature of the objectives will depend on the type of action, and the scope of the topic.
Outcomes	The expected effects, over the medium term, of projects supported under a given topic. The results of a project should contribute to these outcomes, fostered in particular by the dissemination and exploitation measures. This may include the uptake, diffusion, deployment, and/or use of the project's results by direct target groups. Outcomes generally occur during or shortly after the end of the project. Example: *9 European airports adopt the advanced forecasting system demonstrated during the project.*
Research output	Results generated by the action to which access can be given in the form of scientific publications, data or other engineered outcomes and processes such as software, algorithms, protocols and electronic notebooks.
Results	What is generated during the project implementation. This may include, for example, know-how, innovative solutions, algorithms, proof of feasibility, new business models, policy recommendations, guidelines, prototypes, demonstrators, databases and datasets, trained researchers, new infrastructures, networks, etc. Most project results

	(inventions, scientific works, etc.) are 'Intellectual Property', which may, if appropriate, be protected by formal 'Intellectual Property Rights'. Example: *Successful large-scale demonstrator: trial with 3 airports of an advanced forecasting system for proactive airport passenger flow management.*

---------- Start of page count (max 10 pages) ----------

Part B-1

1. Excellence

1.1 Quality and pertinence of the project's research and innovation objectives (and the extent to which they are ambitious, and go beyond the state of the art)

At a minimum, address the following aspects:

- Describe the quality and pertinence of the R&I objectives; are the objectives measurable and verifiable? Are they realistically achievable?
- Describe how your project goes beyond the state-of-the-art, and the extent to which the proposed work is ambitious.

1.2 Soundness of the proposed methodology (including interdisciplinary approaches, consideration of the gender dimension and other diversity aspects if relevant for the research project, and the quality of open science practices)

At a minimum, address the following aspects:

- Overall methodology: Describe and explain the overall methodology, including the concepts, models and assumptions that underpin your work. Explain how this will enable you to deliver your project's objectives. Refer to any important challenges you may have identified in the chosen methodology and how you intend to overcome them.

- Integration of methods and disciplines to pursue the objectives: Explain how expertise and methods from different disciplines will be brought together and integrated in pursuit of your objectives. If you consider that an inter-disciplinary[2] approach is unnecessary in the context of the proposed work, please provide a justification.
- Gender dimension and other diversity aspects: Describe how the gender dimension and other diversity aspects are taken into account in the project's research and innovation content. If you do not consider such a gender dimension to be relevant in your project, please provide a justification.
  - ⚠ Remember that that this question relates to the content of the planned research and innovation activities, and not to gender balance in the teams in charge of carrying out the project.
  - ⚠ Sex, gender and diversity analysis refers to biological characteristics and social/cultural factors respectively. For guidance on methods of sex / gender analysis and the issues to be taken into account, please refer to this page.

- Open science practices: Describe how appropriate open science practices are implemented as an integral part of the proposed methodology. Show how the choice of practices and their implementation is adapted to the nature of your work in a way

[2] Interdisciplinarity means the integration of information, data, techniques, tools, perspectives, concepts or theories from two or more scientific disciplines.

that will increase the chances of the project delivering on its objectives *[e.g. up to 1/2 page, including research data management]*. If you believe that none of these practices are appropriate for your project, please provide a justification here.

Open science is an approach based on open cooperative work and systematic sharing of knowledge and tools as early and widely as possible in the process. Open science practices include early and open sharing of research (for example through pre-registration, registered reports, pre-prints, or crowd-sourcing); research output management; measures to ensure reproducibility of research outputs; providing open access to research outputs (such as publications, data, software, models, algorithms, and workflows); participation in open peer-review; and involving all relevant knowledge actors including citizens, civil society and end users in the co-creation of R&I agendas and contents (such as citizen science).

⚠ *Please note that this does not refer to outreach actions that may be planned as part of the communication, dissemination and exploitation activities. These aspects should instead be described below under 'Impact'.*

- Research data management and management of other research outputs: Applicants generating/collecting data and/or other research outputs (except for publications) during the project must explain how the data will be managed in line with the FAIR principles (Findable, Accessible, Interoperable, Reusable).

⚠ *For guidance on open science practices and research data management, please refer to the relevant section of the HE Programme Guide on the Funding & Tenders Portal.*

1.3 Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host

At a minimum, address the following aspects:

- Describe the qualifications and experience of the supervisor(s). Provide information regarding the supervisors' level of experience on the research topic proposed and their track record of work, including main international collaborations, as well as the level of experience in supervising/training, especially at advanced level (i.e. PhD and postdoctoral researchers).
- Planned training activities for the researcher (scientific aspects, management/organisation, horizontal and key transferrable skills...).
- For *European Fellowships*: two-way transfer of knowledge between the researcher and host organisation.
- For *Global Fellowships*: three-way transfer of knowledge between the researcher, host organisation, and associated partner for outgoing phase.
- Rationale and added-value of the non-academic placement (if applicable).

Supervision

Employers and/or funders should ensure that a person is clearly identified to whom researchers can refer for the performance of their professional duties, and should inform the researchers accordingly.

Such arrangements should clearly define that the proposed supervisors are sufficiently expert in supervising research, have the time, knowledge, experience, expertise and commitment to be able to offer the postdoctoral researcher appropriate support and provide for the necessary progress and review procedures, as well as the necessary feedback mechanisms.

⚠ ***Supervision*** *is one of the crucial elements of successful research. Guiding, supporting, directing, advising and mentoring are key factors for a researcher to pursue his/her career path. In this context, all MSCA-funded projects are encouraged to follow the recommendations outlined in the MSCA Guidelines on Supervision.*[3]

1.4 Quality and appropriateness of the researcher's professional experience, competences and skills

Discuss the quality and appropriateness of the researcher's **existing** professional experience in relation to the proposed research project.

2. Impact

2.1 Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development

At a minimum, address the following aspects:

- **Expected** skill development of the researcher.
- **Expected** impact of the proposed research and training activities on the researcher's career perspectives inside and/or outside academia.

2.2 Suitability and quality of the measures to maximise expected outcomes and impacts, as set out in the dissemination and exploitation plan, including communication activities

At a minimum, address the following aspects:

- Plan for the dissemination and exploitation activities, including communication activities:[4] Describe the planned measures to maximize the impact of your project by providing a first version of your 'plan for the dissemination and exploitation including communication activities'. Describe the dissemination, exploitation measures that are planned, and the target group(s) addressed (e.g. scientific community, end users, financial actors, public at large). Regarding communication measures and public engagement strategy, the aim is to inform and reach out to society and show the

[3] While the MSCA Guidelines on Supervision are non-binding, funded-projects are strongly encouraged to take them into account.

[4] In case your proposal is selected for funding, a more detailed Dissemination and Exploitation plan will need to be provided as a mandatory project deliverable during project implementation

activities performed, and the use and the benefits the project will have for citizens. Activities must be strategically planned, with clear objectives, start at the outset and continue through the lifetime of the project. The description of the communication activities needs to state the main messages as well as the tools and channels that will be used to reach out to each of the chosen target groups.

- Strategy for the management of intellectual property, foreseen protection measures: if relevant, discuss the strategy for the management of intellectual property, foreseen protection measures, such as patents, design rights, copyright, trade secrets, etc., and how these would be used to support exploitation.

⚠ All measures should be proportionate to the scale of the project, and should contain concrete actions to be implemented both during and after the end of the project.

2.3. The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts

⚠ Provide a narrative explaining how the project's results are expected to make a difference in terms of impact, beyond the immediate scope and duration of the project. The narrative should include the components below, tailored to your project.

⚠ Be specific, referring to the effects of your project, and not R&I in general in this field. State the target groups that would benefit.

- Expected scientific impact(s): e.g. contributing to specific scientific advances, across and within disciplines, creating new knowledge, reinforcing scientific equipment and instruments, computing systems (i.e. research infrastructures);
- Expected economic/technological impact(s): e.g. bringing new products, services, business processes to the market, increasing efficiency, decreasing costs, increasing profits, contributing to standards' setting, etc.
- Expected societal impact(s): e.g. decreasing CO2 emissions, decreasing avoidable mortality, improving policies and decision-making, raising consumer awareness.

⚠ Only include such outcomes and impacts where your project would make a significant and direct contribution. Avoid describing very tenuous links to wider impacts.

⚠ Give an indication of the magnitude and importance of the project's contribution to the expected outcomes and impacts, should the project be successful. Provide quantified estimates where possible and meaningful. 'Magnitude' refers to how widespread the outcomes and impacts are likely to be. For example, in terms of the size of the target group, or the proportion of that group, that should benefit over time; 'Importance' refers to the value of those benefits. For example, number of additional healthy life years; efficiency savings in energy supply.

3. Quality and Efficiency of the Implementation

3.1 Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages

At a minimum, address the following aspects:

- Brief presentation of the overall structure of the work plan, including deliverables and milestones.
- Timing of the different work packages and their components;
- Mechanisms in place to assess and mitigate risks (of research and/or administrative nature).

A Gantt chart must be included and should indicate the proposed Work Packages (WP), major deliverables, milestones, secondments, placements. This Gantt chart counts towards the 10-page limit.

⚠ The schedule in the Gantt chart should indicate the number of months elapsed from the start of the action (Month 1).

3.2 Quality and capacity of the host institutions and participating organisations, including hosting arrangements

At a minimum, address the following aspects:

- Hosting arrangements, including integration in the team/institution and support services available to the researcher.
- Quality and capacity of the participating organisations, including infrastructure, logistics and facilities should be outlined in Part B-2 Section 5 ("*Capacity of the Participating Organisations*").

Note that for GF, both the quality and capacity of the outgoing Third Country host and the return host should be outlined.

Associated partners linked to a beneficiary[5]

If applicable, outline here the involvement of any 'associated partners linked to a beneficiary' (in particular, the name of the entity, the type of link with the beneficiary and the tasks to be carried out).

---------- End of page count (max 10 pages) ----------

[5] See the definitions section of the MSCA Work Programme for further information.

Part B2 (no overall page limit applied)

4. CV of the researcher (indicative length: 5 pages)

Any information provided in Parts A and B of the proposal should be fully consistent. Always mention full dates (using format: dd/mm/yyyy). The CV should include the standard academic and research record. Any research career gaps and/or unconventional paths should be clearly explained.

At a minimum, the CV should contain:

a) The name of the researcher;
b) Professional experience (most recent first, with exact dates in format dd/mm/yyyy);
c) Education, including PhD award date (most recent first, with exact dates in format: dd/mm/yyyy).

The CV should include information on:

- Publications in peer-reviewed scientific journals, peer-reviewed conference proceedings, and/or monographs (they are expected to be open access either published or through repositories) and other outputs such as data, software, algorithms significant for your research path (they are expected to be open access in appropriate repositories to the extent possible; they should be accompanied by a very short qualitative assessment of their scientific significance and not by the Journal Impact Factor);
- Invited presentations to internationally established conferences and/or international advanced schools;
- Organisation of international conferences, including membership in the steering and/or programme committee;
- Research expeditions led by the researcher;
- Granted patent(s);
- Examples of participation in industrial innovation;
- Prizes and Awards;
- Funding received so far;
- Supervising and mentoring activities;
- Other items of interest.

Applicants who have successfully defended their doctoral thesis *before* the call deadline but who have not yet formally been awarded the doctoral degree must clearly indicate the date of the successful PhD defence ("viva"). Researchers having their last thesis defence *after* the call deadline will be automatically declared ineligible for this call.

5. Capacity of the Participating Organisation(s)

Please provide an overview list of all participating organisations (the beneficiary and, where applicable, all associated partners) using template table 5.1 below, and more detailed information for each of the participating organisations (using a separate table for each organisation) using template table 5.2 below.

Any inter-relationship between the participating organisation(s) or individuals and other entities/persons appearing (e.g. family ties, shared premises or facilities, joint ownership, financial interest, overlapping staff or directors, etc.) must be declared in the proposal.

Applicants should provide additional information regarding the administrative/legal relations between the department carrying out the work as described in the table below, and the entity/entities mentioned in Part A of the proposal (i.e. linked to the given Participant Identification Code – PIC).

Should the proposal be shortlisted for funding, all participating organisations will have to be registered with the European Commission's Participant Register Services. Therefore where this information is already known, please provide in Table 5.1 the (draft or validated) nine digit Participant Identification Code (PIC) for the beneficiary and, where applicable, each associated partner.

5.1 Template table: *Overview of Participating Organisations*

Organisation role	PIC	Legal Entity Short Name	Academic organisation (Y/N)	Country	Name of Supervisor
Beneficiary					
Associated partner linked to a beneficiary (if applicable)					
Associated partner for outgoing phase (mandatory for GF)					
Associated partner for secondment (optional)					
Associated partner for non-academic placement (optional)					
Other:					

5.2 Template table: *Capacity of the Participating Organisations*

Please complete a separate table for each participating organisation. For the beneficiary, this table should be maximum 1 page in length; for each associated partner, the table should be maximum ½ page in length.

Choose one of: ☐ *Beneficiary (compulsory)* ☐ *Associated partner linked to a beneficiary (if applicable)* ☐ *Associated partner for outgoing phase (compulsory for GF only)* ☐ *Associated partner for secondment (optional)* ☐ *Associated partner for non-academic placement (optional)*	
[Full name + Legal Entity Short Name + Country]	
General description	
Role and profile of supervisor	
Key research facilities, Infrastructure and Equipment	*Demonstrate that the beneficiary has sufficient facilities and infrastructure to host and/or offer a suitable environment for training and transfer of knowledge to the recruited experienced researcher.* *If applicable, indicate the name of the associated partner linked to a beneficiary and describe the nature of the link in the corresponding table.*
Previous and current involvement in EU-funded research and training programmes/actions/projects	*Indicate up to 5 relevant EU, national or international research and training actions/projects in which the institution/department has previously participated and/or is currently participating.*

6. Additional ethics information

Additional information that could not be included in Part A of the proposal (if needed).

7. Additional information on security screening

Additional information on security aspects that could not be included in Part A of the proposal (if needed).

8. Letter(s) of commitment from associated partners (only for hosts of outgoing phase of Global Fellowships or non-academic placement)

Use this section to add scanned copies of the letter(s) of commitment, if applicable.

Minimum requirements:

- With heading or stamp from the institution;
- Up-to-date document, i.e. not dated prior to the call publication;
- Demonstrating the will to actively participate in the (identified) proposal;
- Explanation of the precise role.

Any additional information the organisation deems useful can be added in the letter.

Note that the expert evaluators will be instructed to disregard the contribution of any associated partners for which no such evidence of commitment is submitted.

In case the letter fails to provide enough information on the associated partner's role and/or enough assurance of their commitment in the project (e.g. no signature, wrong proposal references, outdated letter…), the experts may penalise the proposal on these aspects under the implementation evaluation criterion.

For GF proposals, and for all proposals requesting a non-academic placement, the absence of a letter of commitment will render the proposal inadmissible and the proposal will not be evaluated.

Non-binding example of template letter of commitment for PF associated partners:

I undersigned *[title, first name and surname],* in my quality of *[role in the organisation]* in *[name of the organisation]* commit to set up all necessary provisions to participate as associated partner in the proposal *[proposal number and/or acronym]* submitted to the call HE-MSCA-PF-2022, should the proposal be funded.

On behalf of *[name of the organisation]*, I also confirm that we will participate and contribute to the research, innovation and training activities as planned in this project. In particular, *[name of the organisation]* will be involved in [*free field for any additional information that the participating organisation wishes to indicate in order to describe its role and contribution to the project]*.

I hereby declare that I am entitled to commit into this process the entity I represent.

Name, Date, Signature